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Instructions to Inspectors.

DISTRIBUTION OF THE LEGISLATIVE GRANT.

RURAL PUBLIC AND SEPARATE SCHOOLS IN THE ORGANIZED COUNTIES OF ONTARIO.

Provisions of the Amended Education Department Act.

The following are the provisions of section 4 of the Education Department Act, as amended at the recent session of the Legislature, on which has been based the new scheme of distributing the General Legislative Grant to the Rural Public and Separate Schools in the organized counties :

It shall be the duty of the Minister of Education and he shall have power :

(3) Subject to the Regulations of the Department of Education, to apportion all sums of money voted by the Legislative Assembly as a general grant for the Rural Public and Separate Schools in the organized counties and districts amongst said rural schools in the organized counties and in the districts respectively on the basis of the salaries paid to the teachers, the value of the equipment, the character of the accommodations, the grade of the teachers' professional certificates, and the amount of the assessments.

(4) The grant for the Rural Public and Separate Schools in the organized counties shall be payable on or before the first day of August, as the Lieutenant-Governor in Council may direct, to the Treasurer of each county, and through him (except when the County Treasurer acts as subtreasurer also) to the various Township Treasurers of the county, for payment to the respective Boards of Rural Public and Separate School Trustees upon the warrants of the Public or Separate School Inspectors concerned.

(6) Under the provisions of such regulations as may be made by the Department of Education, to apportion to Public and Separate School Boards in poor rural districts, and to the residents of lumber, mining, and other settlements all sums of money voted by the Legislative Assembly for teachers' salaries to Public and Separate School Boards in poor rural districts, and for such other school purposes as the Minister of Education may consider expedient.

SCHEME OF DISTRIBUTION.

The information herein contained is now communicated to the Public and the Separate School Inspectors in order that they may have sufficient time to procure from School Boards and County and Township Clerks the data necessary to fill in the official returns on which the distribution will be made by the Education Department and the forms for which will be sent to each Inspector as soon as they are printed. All such data as above shall be certified by the official concerned. The Inspector shall see that they are properly made out and shall retain them for at least one year as the authority for his official report. The grants must be paid by the Education Department on or before the first day of August, and it will, accordingly, be necessary for the Inspector to act as expeditiously as possible in procuring the information he may need, so that he may make his report to the Minister not later than June 22nd.

The average section assessment of the township, hereinafter specified, shall be calculated in accordance with the last made equalized assessments of the municipalities in the manner provided by the Municipal and Assessment Acts. In computing said average, Union Sections made up of portions of different townships shall be regarded as belonging to the township in which the school building is situated, according to the equalization made by the assessors as provided in section 54 of the Public Schools Act of 1901; and the lands of the supporters of each Separate School shall be regarded as a section.

Under the new scheme, the total yearly apportionment to each school shall be the sum of the grants to which it is entitled under the following regulations; but

(1) Only half of each grant shall be paid where the school is open less than the full year, but at least one term;

(2) Only half of the grant on the assistant teacher's salary shall be paid when he teaches less than the full year but at least one term;

(3) Continuation Classes, Grades A and B, shall not share in this apportionment.

I. Fixed Grants.

Where the average section assessment of the township, as defined above, is less than $30,000.00, each school shall receive a fixed grant of $30.00; where it is at least $30,000.00 and less than $40,000.00, the fixed grant shall be $25.00; and where it is at least $40,000.00 and less than $50,000.00, it shall be $20.00.

II. Grants on Salaries.

For the present year the grant on salaries shall be distributed on the basis of the rates current when the Inspector makes his report. Thereafter it will be made on the basis of the amounts paid in salaries each school year (beginning in August and ending in June).

Each school shall receive 40 per cent. of the excess amount of the salaries up to a maximum of $600.00 salary in the case of each teacher, the computation beginning as follows:

(1) At $150.00 for a principal teacher and at $100.00 for each assistant teacher where the average section assessment, as defined above, of the township where the school is situated is less than $30,000.00;

(2) At $200.00 for a principal and at $150.00 for each assistant, where said assessment is at least $30,000.00 and less than $40,000.00;

(3) At $250.00 for a principal and at $150.00 for each assistant where said assessment is at least $40,000.00 and less than $60,000.00;

(4) At $300.00 for a principal and at $200.00 for each assistant in the case of all other assessments.

III. Grants on the Qualifications of the Teachers.

An additional grant of $20.00 shall be apportioned in each case where the teacher holds a Professional Second Class or First Class Certificate, the competency of each such teacher being attested by the County or the Provincial Inspector of the school in which said teacher is teaching when the grant is applied for. The grant shall be one-half the amount if the teacher teaches at least one term but less than a year.

IV. Grants on Equipment and Accommodations.

Of the general Legislative Grant, $60,000 shall be apportioned on the value of the equipment and the character of the accommodations. To the several amounts thereof apportioned to each county, each county shall add at least the equivalent, as provided for by section 19 [70 (1)] of the Public Schools Amendment Act of 1907, in accordance with the following regulations:

(1) When the amount of the Legislative and County Grants is insufficient to provide for each school the sums required under the following regulations, the Inspector shall make a *pro rata* deduction from the total grant to each school; and where there is a balance over after making the provision for each school as required by the said regulations, he shall make a *pro rata* addition to the total grant to each school.

(2) When a Union School Section is composed of portions of townships in different counties, the grant to its school from each county shall, as far as practicable, be that fraction of the Legislative Grant payable to

said school which the assessed value of the portion of the section within the county is of the whole assessed value of the section, according to the equalization made by the assessors, as provided in section 54 of the Public Schools Act of 1901.

(3) For the present year, the grant to each Inspectorate shall be subapportioned by the Inspector in accordance with the instructions of Circular No. 33, 1906, as to the grading of the accommodations; and the items of the equipment therein (the minimum list), provided in each school, shall be those on the value of which he will reckon the percentage. Thereafter these grants shall be distributed in accordance with the instructions of Circular No. 33, as revised in 1907. The special equipment for a Continuation Class shall not be included.

(4) Out of the combined Legislative and County grants, each school shall receive 10 per cent. of the approved value of the equipment up to a maximum grant of $20.00 for each principal and of $2.50 additional for each assistant.

(5) Out of the combined Legislative and County grants, each school shall receive a grant on the character of its accommodations, the maximum being $30.00 for a one-teacher school, $45.00 for a two-teachers school, and $60.00 for a school with more than two teachers, in accordance with the following scheme:

Grade.	One teacher.				Two teachers.				Three teachers and over.			
	I.	II.	III.	IV.	I.	II.	III.	IV.	I.	II.	III.	IV.
	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.	$ c.
Closets	4 00	3 00	2 00	1 00	6 00	4 50	3 00	1 50	8 00	6 00	4 00	2 00
Water supply	2 00	1 50	1 00	50	2 00	1 50	1 00	50	3 00	2 25	1 50	75
School grounds	4 00	3 00	2 00	1 00	5 00	3 75	2 50	1 25	6 00	4 50	3 00	1 50
School buildings	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Class rooms	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Halls	.....	.....	.....	.....	2 00	1 50	1 00	50	3 00	2 25	1 50	75
Cap rooms	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Private rooms	1 00	75	50	25	1 50	1 10	75	40	2 00	1 50	1 00	50
Desks	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Blackboards	1 00	75	50	25	1 50	1 10	75	40	2 00	1 50	1 00	50
Lighting	2 00	1 50	1 00	50	3 00	2 25	1 50	75	4 00	3 00	2 00	1 00
Heating	4 00	3 00	2 00	1 00	6 00	4 50	3 00	1 50	8 00	6 00	4 00	2 00
Ventilation	4 00	3 00	2 00	1 00	6 00	4 50	3 00	1 50	8 00	6 00	4 00	2 00
	30 00	22 50	15 00	7 50	45 00	33 70	22 50	11 30	60 00	45 00	30 00	15 00

MODE OF DISTRIBUTION.

The fixed grants under I., the 40 per cent. grants on excess of teachers' salaries under II., and the grants on teachers' certificates under III., will be distributed by the Minister, through the County or Township

Treasurers, as the case may be, on or before the first day of August; and the several amounts thereof apportioned to each Section Treasurer will be payable by the County or the Township Treasurer, as the case may be, on the order of the Inspector concerned.

In the Departmental distribution of the $60,000 grant on the equipment and the accommodations, this sum will be divided first by the total number of the teachers in the Rural Public and Separate Schools in the organized counties at the time the Inspector makes his report (excluding the teachers of Continuation Classes Grades A and B), the principal teacher being reckoned as a unit and each assistant as a half. In case a teacher shall have been employed less than the full time during the year preceding July he shall be reckoned, if a principal, as a half, and, if an assistant, as a quarter; provided, however, he shall have taught not less than half a year. The quotient thus obtained, multiplied by the number of teachers in each inspectorate (reckoned as above) will give the total Legislative Grant to be distributed in each Inspectorate on the basis of equipment and accommodations. This part of the Legislative grant will be paid by the Education Department at the same time and to the same officials as in the case of the other Legislative Grants.

As soon as the Public or the Separate School Inspector concerned has secured the necessary data, and before December the first at the latest, he shall sub-apportion the Legislative Grant on the equipment and the accommodations with the County equivalent, amongst the schools in his Inspectorate, in accordance with the scheme under IV. above, which defines the application of said grants for equipment and accommodations. As in the case of the other grants, these grants will be payable to each Section Treasurer by the County Treasurer, or the Township Treasurer, as the case may be, on the order of the Inspector concerned. If said grants are payable by the Township Treasurer, the Inspector, when he has made his sub-apportionment, shall notify the County Treasurer of the amount due the Township Treasurer on this account.

☛ In order that each County Council may be duly notified at its June meeting of the amount it must raise, under section 19 [70 (1)] of the Public Schools Amendment Act of 1907, as the equivalent of the Legislative Grant to the county on equipment and accommodations, it is indispensable that each Inspector should notify the Minister on or before May 22nd of each year, as to the number respectively of Principal and Assistant Teachers of the Rural Schools in his Inspectorate, specifying separately the number of each who shall have taught by June 30th less than one year, and at least six months, and, when he has rural schools in different counties, making a separate return of such principal and assistant teachers in each county. ☚

Grants to Assisted Schools.

As heretofore, the grant to Assisted Schools (formerly called "Poor Schools"), provided for in section 4 (6) of the Amended Education Department Act of 1907, quoted above, will be apportioned on the report of the Inspector, who shall supply, in a form to be obtained from the Minister, the details necessary to enable him to form a proper judgment as to the merits of each application.

Special Grant for Rural School Libraries.

A special grant of $5,000.00, made in aid of School Libraries at the recent session of the Legislature, will be distributed amongst the Rural Public and Separate Schools of the Province. In the organized counties this year their share of this grant will be apportioned as an additional percentage on the value of all library books purchased between July 1st, 1906, and July 1st, 1907, provided no school receives more than $5.00 and no purchase is less than $10.00. The books shall also have been approved by the Inspector as especially suitable for the pupils' use.

All applications for this grant must be made by the Trustees through the Inspector, on or before the 10th day of July. The trustees shall supply the Inspector with all the information he may require, in regard to the purchase of the books, including vouchers from the booksellers.

The Inspector will make application to the Education Department on a form to be provided, which must be forwarded to the Education Department not later than the first day of August.

Next year the Minister will recommend to the Legislature a grant for the same purpose, and any purchases made of books for the pupils' use after the first of July of this year will be taken into account in next year's apportionment of the Legislative Grant.